



## Just-in-Time Training

August–December 2018

# Shift to training and research solutions made to measure.

Partner with **Enterprises University of Pretoria** to make the shift towards integrated training, research and advisory services by collaborating with world-class experts to create all-inclusive corporate solutions.

#maketheshift #trainingsolutions #skillsdevelopment #madetomeasure

*Dates listed indicate course start dates.*

### Built Environment and Construction

13 Aug	Advanced Course in Construction Contracts	CPD
20 Aug	Construction Contracts	CPD
5 Sep	Spatial Planning, Land Use Management and Urban Development Dynamics	
12 Sep	Municipal Integrated Development Planning	CPD
26 Sep	Advanced Course in Rural and Regional Design	
8 Oct	Project Quality, Risk and Time Management	CPD

### Business Management and Entrepreneurship

6 Aug	Business Rescue Decision Making	
7 Aug   9 Oct	Small Business Sales – How to Close the Deal	
13 Aug	Effective Risk Management	
22 Aug   28 Nov	Total Quality Management	
23 Aug	Advanced Course in Event Management	
4 Sep   9 Sep	Funding for Small Business – How to Access Funding	
11 Sep   30 Oct	Small Business Finance – Are You Charging the Right Price	
17 Sep	Effective Stakeholder Management	
18 Sep   6 Nov	Small Business Finance – Are You Really Making a Profit?	
1 Oct	Certified Rescue Analyst Programme	
1 Oct	Outcomes-Based Monitoring and Evaluation Implementation	

### Education and Teacher Development

25 Aug   20 Oct	School Readiness Assessment	
5 Sep	Curriculum Differentiation in Special Classes and Multilevel Teaching	CPD
3 Oct	Using ICT in the Teaching of Languages	CPD

### Engineering and Technology Management

14 Aug	Modelling and Simulation of Wastewater Treatment Processes	
15 Aug	Railway Asset Management	CPD
20 Aug	Chamber of Mines Certificate in Rock Engineering (Paper 1 Preparation)	CPD
20 Aug   21 Sep	Strata Control	CPD
20 Aug	Programme in Geotechnical Engineering for Mines (Chamber of Mines Paper 1 Preparation)	CPD

23 Aug   15 Nov	Introduction to Mining	CPD
24 Aug	Mine Dewatering Design and Implementation	
27 Aug   6 Nov	Bow Tie Analysis Masterclass	CPD
28 Aug	Cisco Certified Networking Professional: Building Scalable Internetworks (CCNP®)	
28 Aug	Railway Safety Investigation Course	CPD
30 Aug	Generator Technology	
3 Sep	Requirements Engineering	
10 Sep	Introduction to Multidisciplinary Concepts in Railway Engineering	CPD
13 Sep	Safe and Efficient Surface Blasting	CPD
13 Sep	Safe and Efficient Underground Blasting	CPD
17 Sep	Programme in Geotechnical Engineering for Mines (Chamber of Mines Paper 3.1, 3.2, 3.3, 3.4)	CPD
17 Sep	Open-Pit Mine Planning and Design	CPD
21 Sep	Strata Control: Practical	CPD
3 Oct	Law, Risk, Economics and the Environment in Railway Operation	CPD
15 Oct	Systems Engineering Management	
16 Oct	Rolling Stock Technology	CPD
26 Oct	Programme in Geotechnical Engineering for Mines (Chamber of Mine Paper 4)	CPD
5 Nov	Wheel-Rail Interaction	CPD
19 Nov	Railway Infrastructure Maintenance Management	CPD
19 Nov	Systems Design	
19 Nov	Water Analysis and Monitoring	CPD
3 Dec	Operation of Water and Wastewater Treatment Plants	CPD

### Environmental Management and Geophysics

14 Aug	Modelling and Simulation of Wastewater Treatment Processes	CPD
20 Sep	Environmental Impact Assessment Administration	CPD
20 Sep	Programme in Environmental Management	CPD
15 Oct	Water Quality Management and Effluent Treatment	CPD
19 Nov	Environmental Compliance Monitoring and Enforcement	CPD

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## Financial Management and Taxation

13 Aug	Computable General Equilibrium Modelling
13 Aug	Performance Auditing
27 Aug	Prevention and Detection of Procurement and Contract Fraud
3 Sep	GRAP/IPSAS Financial Reporting
10 Sep	Economic Crime Schemes
10 Sep	How to Prepare GRAP AFS and Manage the Audit Process and Improvement
13 Sep	Audit Readiness - Reporting on Predetermined Objectives
17 Sep	Cost and Management Accounting
1 Oct	Fraud Risk Management
8 Oct	Asset Management and GRAP Asset Accounting
8 Oct	Interviewing Skills for Fraud Examiners and Auditors
29 Oct	Basic Course in Financial Investigation
2 Nov	Ethics in Business and Professions
12 Nov	Time-Series Econometrics for the Practitioner
19 Nov	Advanced Course in Time-Series Econometrics
19 Nov	Financial Management for Non-Financial Managers
19 Nov	Money Laundering Investigation and Detection
26 Nov	Econometric Analysis of Panel Data

## General Management and Leadership Development

13 Aug	Senior Management Programme (SMP)
13 Aug   19 Nov	Strategic Management Principles
15 Aug	Supervisory Management Skills
27 Aug   31 Oct	Negotiation Skills
3 Sep	Management Development Programme (MDP)
15 Oct	A Contextual-Collaborative Approach to Coaching
1 Nov	Soft Skills for First-Line Managers

## Health and Health Care

20 Aug	Programme in the Monitoring and Evaluation of General Health Programmes
1 Oct	Occupational Hygiene Legal Knowledge
1 Oct	Aviation Medical Examiner Refresher Course
19 Nov	Expanded Functions for Oral Hygienists (2000 Scope)

## Human Capital Management

20 Aug	Labour Dispute Resolution for Labour Relation Practitioners
12 Sep	Change Management
2 Oct	Basic Course in Employee Assistance Programmes (PTA)
10 Oct	Advanced Course in Employee Assistance Programmes (PTA)
17 Oct	Employee Wellness
22 Oct	Basic Course in Employee Assistance Programmes (PE)
24 Oct	Advanced Course in Employee Assistance Programmes (CPT)
5 Nov	Basic Course in Employee Assistance Programmes (CPT)
19 Nov	Basic Course in Employee Assistance Programmes (DBN)
19 Nov	Human Resources Management
21 Nov	Advanced Course in Employee Assistance Programmes (EL)
22 Nov	Retirement Fund Trustees' Training
26 Nov	Labour Relations

## Information and Communication Technology

11 Aug	Basic Course in Computer Literacy	
13 Aug	Information Technology Management Programme	CPD
13 Aug	Programme in Business Analysis	CPD
3 Sep	Information Security Management	
7 Sep	Virtual Currencies (Bitcoin)	
13 Sep	Applied Machine Learning	CPD
29 Sep	Advanced Course on Computer Training	
29 Sep	Basic Computer Training	
15 Oct	Digital Forensics and Investigations	CPD
5 Nov	Business and Systems Analysis	CPD
7 Nov	Cybersecurity I	
26 Nov	Business Cases for IT Professionals	
26 Nov	Fundamentals of Business Analysis	CPD

## Law and Human Rights

20 Aug	Environmental Law
22 Aug   17 Oct	Seminar on Decoding the Protection of Personal Information Act

## Marketing, Communication and Languages

14 Aug	IsiZulu Language Course for Beginners
23 Aug	Advanced Programme in Event Management
30 Aug	From Data to Insights for Enhanced Business Decisions
3 Sep	Customer Service Excellence
5 Sep	Events Management
10 Sep	Customer Complaint Management
11 Sep   1 Oct	Relationship Marketing: Building Strong Relationships with Customers
1 Oct   19 Nov	Business Writing
3 Oct	Market Analytics and Consumer Insights: Using R Programming
4 Oct   22 Nov	Report Writing

## Project and Risk Management

13 Aug	Project Management Principles and Practices in Organisations	CPD
14 Sep	Programme in Project Management (Weekend Offering)	CPD
15 Oct	Project Management Professional Exam Preparation (PMP®)	CPD
15 Oct	Project Management Principles and Practices with Microsoft Project	CPD
19 Nov	Certified Associate in Project Management Preparation (CAPM®)	

## Property, Retail and Facilities Managements

9 Sep	Shopping Centre Management (CSCM)
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## Public Administration and Management

21 Aug	Programme and Project Management for Public Sector Managers
27 Aug	Business Presentation and Public Speaking for the Public Sector
27 Aug	Municipal Public Accounts Committee (MPAC)
5 Sep	Metro Governance Excellence
12 Sep	PFMA Supply Chain Management Bid Committees
18 Sep	Public Financial Management for Senior Managers
1 Oct	Public Financial Management for Non-Financial Managers
16 Oct	People Management for Senior Managers

## Social and Religious Studies

13 Aug	Radio Ministry
13 Aug	Pastoral Care and Counselling
20 Aug	Interim Ministry
19 Sep	Trauma Counselling

## Sport, Tourism, Arts and Culture

4 Oct	Sports Law
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## Supply Chain Management and Logistics

3 Sep	Hands-on Supply Chain Management
19 Sep	Process Modelling for Business Operations
22 Oct	Process Management for Business Operations

## Veterinary Science

17 Aug	Introductory Course in Early Canine Development	
27 Aug	Update on Small Animal Medicine and Surgery	CPD
12 Sep	Advanced Course in Early Canine Development	

CPD = Continuing Professional Development points  
 = For more online courses and online CPD activities, visit [www.enterprises.up.ac.za/pods](http://www.enterprises.up.ac.za/pods)

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